

**NEW PRAGUE UTILITIES COMMISSION  
MEETING MINUTES**

**9/17/07**

The regular meeting of the New Prague Utilities Commission was held on September 17, 2007 at 3:30 p.m., at 118 Central Avenue North, New Prague, MN 56071.

PRESENT: Commissioners Chuck Wann, Jon Bergquist, Dan Bishop, Richard Jordan, and Duane Jirik.

OTHERS PRESENT: Public Works Director Dennis Seurer.

ABSENT: none.

1. **CALL TO ORDER:** The meeting was called to order by President Wann on September 17, 2007 at 3:30 p.m.
2. **APPROVAL OF AGENDA:** Motion made by Jordan to approve agenda as presented. Second by Bergquist. Motion carried.
3. **MEETING MINUTES:** Motion by Bergquist to approve the August 27, 2007 meeting minutes. Second by Bishop. Motion carried.
4. **UTILITY & SMMPA BILLS:** Motion by Jordan to approve claims for payment in the amount of \$216,571.94 and SMMPA claim of payment in the amount of \$459,047.48. Second by Bishop. Motion carried.
5. **FINANCIAL REPORTS A-C:**
  - A. Investment Report – The investment report was presented for review and approval.
  - B. Financial Report – The financial report was presented for review and approval.
  - C. Kilowatt & Water Sales – The kilowatt and water sales were reviewed. No action needed.

Motion by Bishop to accept the Investment and Financial Reports as presented. Second by Jirik. Motion carried.

6. **SMMPA BOARD OF DIRECTORS MEETING; AUGUST 8, 2007:** Seurer presented minutes from the August 8, 2007 SMMPA Board of Directors meeting. No action needed
7. **SMMPA BOARD OF DIRECTORS MEETING; SEPTEMBER 12, 2007:** Seurer informed the Commission of the business that was discussed at the September 12, 2007 SMMPA Board of Directors Meeting.

- 8. WATER TOWER PAY REQUEST #11:** Seurer presented pay request #11 for the construction of the west water tower in the amount of \$106,400.00 to Maguire Iron, Inc. Seurer said that \$48,000.00 of the pay request was for painting of the tower and that staff are concerned about the workmanship regarding the painting of the lower outside portion of the tower. After a discussion, a motion was made by Jirik to withhold \$30,000.00 of the pay request, which is the estimated cost from SEH to repaint the area in question. Second by Bishop. Motion carried.
- 9. RATE COMPARISON STUDY:** Seurer presented an electric and water rate comparison study that was prepared by the Owatonna Public Utilities. No action needed.
- 10. GENERATION URGE TEST RESULTS:** Seurer presented the results of the URGE test that was conducted on September 6, 2007. No action needed.
- 11. MMUA REQUEST:** Seurer presented a letter from MMUA requesting a 15 percent special assessment of the annual dues to help fund ongoing activities regarding service territory issues. After a discussion, a motion was made by Bishop to approve the request as presented. Second by Bergquist. Motion carried.
- 12. OPERATIONS REPORT:** Seurer reported the following information:
  1. Craig Novotny has been hired for the Water Department position.
  2. The SMMPA Annual Meeting is October 18 & 19, 2007.

With no further business, motion by Bishop to adjourn the meeting at 4:30 p.m. Second by Jordan. Motion carried.

**Attested:**  
**Dennis Seurer**